

September 11, 2000

To: All state agencies

From: Agency Council on Coordinated Transportation (ACCT)

Subject: **New Statutory Requirements for Response from Each State Agency by October 31, 2000**

Does your agency have customers who need help with transportation in order to access your services or facilities? Does your agency purchase, provide, or award grants for transportation? If so, new statutory requirements apply to you.

RCW 47.06B, adopted by the Legislature in 1999, directs state agencies to coordinate if they purchase or provide transportation, or offer services that customers can't access without transportation assistance. This legislation also stipulates: "organizations serving persons with special transportation needs share responsibility for ensuring that customers can access those programs and services." (RCW 47.06B.015(1))

The degree of coordination required and the extent to which an agency will need to develop policies and procedures to comply with the intent of this legislation will differ for each agency. We are providing information to help you determine how your agency fits in. The attachments include:

- A. A series of questions to be answered by October 31, 2000,
- B. Information and samples that will assist your agency in the development of policies and procedures, and
- C. A copy of the pertinent statutes (RCW 47.06B)

Please evaluate and respond to Attachment A no later than October 31, 2000. If you have questions, please contact Jeanne Ward, ACCT Administrator, at 360-705-7917 or Wardje@wsdot.wa.gov.

Sincerely,

Gretchen P. White, ACCT Chair
on behalf of the Council

New statutory requirements for response from each state agency required by October 31, 2000

In 1998 the Washington State Legislature created the Agency Council on Coordinated Transportation (ACCT). (RCW 47.06B) This statute directs ACCT to implement a Program for Coordinated Transportation (PACT) for people with special transportation needs: the elderly, children, the low income, and people with disabilities.

As part of the PACT implementation, ACCT is directed to provide guidelines for state agencies to use in creating policies, rules, or procedures to encourage coordinated transportation planning and service delivery. (RCW 47.06B.030(5))

What is required of my agency?

A response to the following questions:

1. Does your agency provide transportation services (directly, via purchased services, by providing funds to clients to purchase their own transportation, or by awarding grants to organizations that provide transportation)?
2. Does your agency provide programs and services to people with special transportation needs (people with disabilities, the elderly, children, and, the low income)?
3. Does your agency get involved in helping its customers find ways to meet their transportation needs?

What if my responses to questions 1, 2, & 3 are NO?

Send that response to the address at the bottom of this memo by **October 31, 2000**.

What if my response to question 1, 2 or 3 is YES?

If you answered yes to questions 1, 2 or 3 above, please include the following in your reply to ACCT by **October 31, 2000**:

- A brief description of your existing agency policies, plans or practice with regard to coordinating transportation services,
- or**
- A brief description, with time frames, of how your agency plans to establish policies, rules, or procedures to encourage coordinated

transportation planning and ensure compliance with the requirements of RCW 47.06B.

How do I reply?

Send your response by **10/31/00** to:

Jeanne Ward e-mail: wardje@wsdot.wa.gov
ACCT Administrator
PO Box 47387
Olympia, WA 98504-7387

How will my agency's response be used?

The Legislature has asked ACCT to report by December 1, 2000 on the implementation of RCW 47.06B. Your agency's response will be included in this report. Absence of a response will be listed as well.

Questions?

If you have any questions or desire technical assistance please contact:

- Jeanne Ward, ACCT Administrator (360-705-7917 or wardje@wsdot.wa.gov); or
- Jim Erlandson, ACCT Community Coordinator (360-705-7818 or erlandj@wsdot.wa.gov); or
- Gordon Kirkemo, WSDOT Technical Branch Manager (360 705-7914 or kirkemg@wsdot.wa.gov .